



FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA

FOOD SAFETY AND STANDARDS ACT: WORKSHOP AND LICENSING MELA

FSSAI is organising workshop cum licensing mela for each Food Business Operator in various regions of India in the month of December, 2012, details of which are as under:

| S.No | Name of the State | Address and Venue of the Mela | Districts in which Mela is organised and dates of the events | In case of queries, contact: | | |
|------------------------|-------------------|--|--|--|-----------------------|--|
| | | | | Name of Contact person/organisation | E-Mail | Phone |
| NORTHERN REGION | | | | | | |
| 1. | Uttar Pradesh | CII Lucknow State Office | Lucknow 20-21 December, 2012 | Arpan Sanyal, CII Official | arpan.sanyal@cii.in | Mobile- 08052210009, Tel- 0522-2721951 (D), 0522-2721951 |
| SOUTHERN REGION | | | | | | |
| 2. | Tamilnadu | Corporation Hr. Sec. School, New Siddhapudur, Near Gandhipuram Bus Stand, Coimbatore | Coimbatore, 23 December, 2012 | Mr. S. Saravanan, Deputy Director, FICCI-Tamil Nadu, | saravanan.s@ficci.com | 4284 9613/9614/9615; 044- 4284 9618; |
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| EASTERN REGION | | | | | | |
| 3. | West Bengal | Bhanu Bhawan, Conference Room, Mall Road, Darjeeling | Darjeeling, 13 December, 2012 | Lakshmi Limbu Kaushal, CII Official | laxmi.kaushal@cii.in | 08967374645 |
| 4. | West Bengal | Siliguri Merchant, Conference Hall, Agrasen Road, Siliguri | Siliguri 14 December, 2012 | Lakshmi Limbu Kaushal, CII Official | laxmi.kaushal@cii.in | 08967374645 |
| 5. | Orissa | Bhojan Hotel | Balasore, 21 December, 2012 | Suparna Nanda, CII Official | suparna.nanda@cii.in | 09937154773 |
| 6. | Jharkhand | Federation of Jharkhand Chamber of Commerce & Industries (FJCCI) premises at Ranchi | Ranchi, 22 December, 2012 | Mr. Sanjay Naredi, Former President, FJCCI | | 09234653311 |
| WESTERN REGION | | | | | | |
| 7. | Rajasthan | CM & HO Office, Mini Directorate, Sethi Colony, Jaipur | Jaipur, 28 December, 2012 | Dr. O.P Thakan | g | 0141-2621345, 5103768, 4061345, 09672619000 |
| 8. | Rajasthan | CM & HO, Bikaner, Rajasthan | Bikaner, 30 December, 2012 | Mr. Gyan Prakash, Director, FICCI-Rajasthan | gyan@ficci.com | 0141-2621345, 5103768, 4061345, 0141 5116464 |
| 9. | Gujarat | Chamber Premises 4th Floor, Near Makkai Pool, Nanpura, Surat - 395 001, Gujarat | Surat, 19 December, 2012 | Ms. Jagruti jaganwala | Jagruti.panchal@sgcci.in | 0261-3917777 09723821937 (M) |
| 10. | Maharashtra | The Poona Merchant's Chamber, Vyapar Bhawan, Market Yard Gultekadi, Nr. Post Office, Pune | Pune, 21 December, 2012 | Mr. Ananat Sardeshmukh, Director General, ASSOCHAM | info@mcciapune.com, dg@mcciapune.com | Tel : +91 020 2570 9000 Fax : +91 020 2570 9021 |

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| 11. | Maharashtra | Chamber Premises Temple Road, Civil Lines Nagpur, MH 440001 | Nagpur, 27 December, 2012 | Mr. Hemant Gandhi, ASSOCHAM | nvccnag@yahoo.com | ph: (91)-(712)-2522434, (M): 9422810997 |
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Facilities for the participants/Food Business Operators:

- 1. On spot submission for all the papers needed for licensing.**
- 2. Assistance in case of difficulty in filling up the documents and forms.**
- 3. Solution to queries pertaining to the licensing of a food business operator.**

Documents to be enclosed for new application for license to Central Licensing Authority

1. Form-B duly completed and signed (in duplicate) by the proprietor/ partner or the authorised signatory (mandatory for all)
2. Blueprint/layout plan of the processing unit showing the dimensions in metres/square metres and operation-wise area allocation (mandatory for manufacturing and processing units only)
3. List of Directors with full address and contact details (mandatory for companies only)
4. Name and List of Equipments and Machinery along with the number, installed capacity and horse power used (mandatory for manufacturing and processing units only)
5. Photo I.D and address proof issued by Government authority of Proprietor/Partner/Director(s)/Authorised Signatory. (optional)
6. List of food category desired to be manufactured. (In case of manufacturers)
7. Authority letter with name and address of responsible person nominated by the manufacturer along with alternative responsible person indicating the powers vested with them viz assisting the officers in inspections, collection of samples, packing & dispatch. (wherever applicable)
8. Analysis report (Chemical & Bacteriological) of water to be used as ingredient in food from a recognized/ public health laboratory to confirm the portability (mandatory only for manufacturing and processing units only)
9. Proof of possession of premises. (Sale deed/ Rent agreement/ Electricity bill, etc.) (optional)
10. Partnership Deed/Affidavit/Memorandum & Articles of Association towards the constitution of the firm. (optional)

11. Copy of certificate obtained under Coop Act - 1861/Multi State Coop Act - 2002 in case of Cooperatives. (optional; wherever applicable)
12. NOC from manufacturer in case of Re-labellers (mandatory)
13. Food Safety Management System plan or certificate (if any)
14. Source of milk or procurement plan for milk including location of milk collection centres etc. in case of Milk and Milk Products processing units. (wherever applicable)
15. Source of raw material for meat and meat processing plants. (wherever applicable)
16. Pesticide residues report of water to be used as ingredient in case of units manufacturing packaged drinking water, packaged Mineral water and/or carbonated water from a recognised/ public health (only for packaged drinking water and mineral/ carbonated water)
17. Recall plan wherever applicable, with details on whom the product is distributed. (optional)
18. NOCs from Municipality or local body. (optional)

Documents to be included for renewal or transfer of license given under other existing laws prior to these Regulations

Documents to be included for renewal or transfer of license given under other existing laws prior to these Regulations:

1. Any change in documents or information provided during grant of previous license. (mandatory)
2. Certificate or Plan of Food Safety Management System being adopted (for units under Central Licensing it has to be a certificate from accredited agencies) - An Advisory has already been issued vide letter no. 1(56)2012/ Advisory/FSSAI dt: 02.04.2012 declaring that FBO will submit an affidavit on a non-judicial stamp paper declaring that FBO will comply with Good Manufacturing Practices as mentioned in Schedule – 4 of FSS (Licensing and Registration of Food Businesses) Regulation, 2011.
3. List of workers with their medical fitness certificates. (These may be available with the units and be shown at the time of inspection)
4. Name, qualification and details of technical personnel in charge of operation. (mandatory for manufacturing & processing units)

Fee for Grant / Renewal of License/ Registration / Licence fee per annum

1. Fees for License issued by Central Licensing Authority: Rs 7500

The demand draft must be made in the favour of Senior Accounts Officer, FSSAI, payable at Delhi (for central licensing only)

Don't forget:

1. ***To bring all the necessary document for filling up the forms for licenses.***
2. ***Amount of Rs.500/- will be charged as participation fee and the same can be paid as cash at the time of registration.***

Food Safety involves Everyone in Food Chain...

So come forward and get the license

For further details please visit the FSSAI's website i.e. www.fssai.gov.in